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**Central Region Council on Workforce Services  
EXECUTIVE COMMITTEE MEETING  
1385 South State Street, Salt Lake City, Utah 84115  
Monthly Meeting Minutes  
Thursday, June 14, 2007  
12:00-1:00 pm.**

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Presiding: Paul Jackson, Chair

Present: Charles Daud, Gregory Diven, John Hill, Commissioner Colleen Johnson,  
Jon Pierpont, Karen Silver, Kerry Steadman

Excused: Senator Jim Bradley, Parley Jacobs, Gordon Swensen

Absent: Norman Fitzgerald, Tony Gomez

Staff: Cassy Hahn

**1. Welcome – Paul Jackson**

Chairman Jackson called the meeting to order at 12:04 pm. He thanked those who were in attendance and excused members listed above.

**2. Approval of Meeting Minutes – 5/10/2007 – Paul Jackson**

**Paul Jackson asked for a motion to approve the Executive Committee meeting minutes from May 10, 2007. Kerry Steadman and Charles Daud seconded the motion. All voted “Aye”. The motion carries.**

Assignments from last meeting are noted below:

- Membership Action items:
  - Cassy Hahn was to review Roundtable lists to obtain leads to fill the Union Representative position to be vacated by Kent Johnson. She has a list of names to share with the Committee and request follow-up/contact of this individual.
  - Gordon Swensen had the assignment to obtain leads from Leah Lobato. This has been completed but we are still looking for representation from the small business sector.
  - The assignment to develop and update new member manuals with attendance and recognition criteria will be completed by the August meeting for feedback. These will be available at the upcoming Council retreat.
  - Cassy Hahn sent a template to the Committee Chair to aid in the reporting of Committee goals.

**3. Transitional Cash Assistance (TCA) Brochure – Paul Jackson**

Jenine Wood has completed the TCA (Transitional Cash Assistance) brochure assignment. Cassy Hahn sent a copy of the brochure to Region Council for a final review. Greg Diven

noted that the brochure has been simplified and recommended highlighting “one-time request” to draw attention to this statement. Paul Jackson recommended getting the brochure out to the employers and to make any modifications if it becomes necessary. The Executive Committee conferred with this recommendation.

Cassy Hahn noted that Jenine Wood met with the Business Services group and they are prepared to meet with any identified businesses to assist in the education of this program. Should Business Services need additional assistance from the Council, they will provide Cassy Hahn with this request.

#### **4. Status of Committee Goal Reports – Paul Jackson**

Paul Jackson thanked Greg Diven for chairing last months Region Council in his absence. He asked for any feedback on the Committee goals from the reports given by Basic Needs/Karen Silver and Executive Roundtable/Greg Diven. It was noted that the reports went well. Upcoming Committee reports from the Diversity Committee/Tony Gomez, Training & Development/Gordon Swensen and Youth Council/Parley Jacobs will be heard on June 28<sup>th</sup>.

#### **5. At-a-Glance Report (discussion and recommendations) – Paul Jackson**

Chairman Jackson referred to a copy of the At-a-Glance report and noted the discussion that took place at the last Region Council meeting regarding the information being provided. He asked if this report was helpful and how often the report should be provided. It was recommended to focus on the things that are important to the department and the benefit of having this information each month provides a trend. Some information could be put together bi-yearly such as caseloads trends, Medicaid, etc., which would be beneficial to hear. Occasionally provide a broader understanding of the information.

#### **6. Retreat Planning (update) – Cassy Hahn**

Cassy Hahn provided information on the upcoming retreat which is scheduled for Thursday, August 23, 2007. It will be held at the Officers Club at Fort Douglas from 8 am to 2 pm, registration beginning at 8:00 am. Colleen Burke spoke with President Young from the University of Utah who will provide a welcome. Possible speakers may include Tammy Bigelow from IHC who presents on how to work with the different generations. Greg Diven will provide Cassy Hahn with a name of a potential speaker that he knows. Laurel Morris also suggested having a speaker she heard who spoke on Diversity. Laura Bedora from a radio station was suggested by Kerry Steadman as a good entertaining speaker. He will get more information to Cassy Hahn. It was recommended to ask Kristen Cox to make comments at the retreat or she could possibly be the keynote speaker. Cassy Hahn will make contact with her. More information will be forthcoming on the speaker(s) for this event.

Kerry Steadman asked if anyone from the State Council will be at the retreat and be available to speak to the group on how the Council interfaces with the State Council.

**ASSIGNMENT:** Cassy Hahn will contact Kristen Cox as a potential speaker for the retreat.

## **7. Chairman's Report – Paul Jackson**

Paul Jackson reported on a Synergy Conference hosted by the United Way. In the community assessment they highlighted 12 areas of focus. One critical area included:

- Ethnicity – What are employers doing to help get these individuals into the workforce? He used Ivory Homes as an example that they provide scholarships for these youth to help them with their education. Granite Construction specifically as a company goes down to Mexico and flies individuals to Utah and provides them with legal work to obtain Visas. This brought awareness to the issues and provided ideas for other employers. The United Way does have a committee that will be doing on-going work.

Mr. Jackson questioned what we focus on at DWS with diversity and can we pick up the pace as a Council in this area.

Mr. Jackson shared that The Chamber of Commerce had a meeting at Snow Basin. The preliminary agenda was to focus on putting together packets on how to market Utah better as employers are recruiting and to show Utah as a friendly state. Other issues had to do with language and work life skills.

In addition, the Chamber has a link to the department of Education where this was the first graduating class that had to meet department standards. Initial numbers were around 6,000 students who did not make the cut to receive their GED. As we think of the Youth Council and basic life skills and entering into the business world, this bottom pool is becoming bigger with less qualified skills. Even though Utah is a leader at 85% graduation, 15% are not making the cut which is a concern. Another concern is the increasing number of tattoos; body markings/body piercing and we are becoming desensitized to these issues and the overall level of casualness of those coming into the workforce. The number of qualified workers at entry level positions is declining. Enrollment at the college level is down. The turnover is higher now than it was a year ago. Mr. Jackson concluded that as a Council it is important that we are sensitive and aware of these issues as we try to make decisions to support Jon Pierpont and his staff at DWS.

The meeting was adjourned at 1:10 pm. The next meeting will be held August 9th, 2007.